

**Texas Education Agency
Standard Application System (SAS)**

2014-2016 Technology Lending Program Grant

Program authority:	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	FOR TEA USE ONLY Write NOGA ID here:
Grant period:	October 1, 2014, to August 31, 2016	
Application deadline:	5:00 p.m. Central Time, May 13, 2014	Place date stamp here.
Submittal information:	<p>Four complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address:</p> <p style="text-align: center;">Document Control Center, Division of Grants Administration Texas Education Agency 1701 North Congress Ave Austin TX 78701-1494</p>	<div style="writing-mode: vertical-rl; transform: rotate(180deg);"> RECEIVED TEA DOCUMENT CONTROL CENTER MAY 12 PM 12:11 TEA DOCUMENT CONTROL CENTER </div>
Contact information:	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

Schedule #1—General Information

Part 1: Applicant Information

Organization name	County-District #	Campus name/#	Amendment #
Llano Independent School District	150-901	Llano Elementary 150-901-101 Packsaddle Elementary 150-901-202	
Vendor ID #	ESC Region #	US Congressional District #	DUNS #
74-6001628	13	11	021547815
Mailing address	City	State	ZIP Code
1400 Oatman Street	Llano	TX	78643-

Primary Contact

First name	M.I.	Last name	Title
Jennifer		Sutton	Technology Secretary
Telephone #		Email address	FAX #
325-248-2245		jsutton@llanoisd.org	325-248-2333

Secondary Contact

First name	M.I.	Last name	Title
Jim		Beasley	Technology Director
Telephone #		Email address	FAX #
325-248-2245		jbeasley@llanoisd.org	325-248-2333

Part 2: Certification and Incorporation

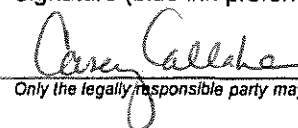
I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
Casey		Callahan	Superintendent
Telephone #		Email address	FAX #
325-247-4747		ccallahan@llanoisd.org	325-247-5623

Signature (blue ink preferred)

Date signed



5/9/14

Only the legally responsible party may sign this application.

701-14-107-110

Schedule #1—General Information (cont.)

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input checked="" type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Supplies and Materials (6300)	<input type="checkbox"/>	<input type="checkbox"/>
10	Other Operating Costs (6400)	<input type="checkbox"/>	<input type="checkbox"/>
11	Capital Outlay (6600/15XX)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		
#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
No program-related attachments are required for this grant.		

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>General and Fiscal Guidelines</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>program guidelines for this grant</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with all <u>General Provisions and Assurances</u> requirements.
<input checked="" type="checkbox"/>	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all <u>Debarment and Suspension Certification</u> requirements.

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds will not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the application is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicant assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-February 1, 2015), and that 100% of the funds will be expended no later than the end of the 1 st year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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Schedule #5—Program Executive Summary

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Overview of the TECH Lending Program Llano ISD is seeking grant funds to implement the Taking, Elementary, Classrooms Home Lending program. The TECH Lending program is designed to expand the small-scale technology lending program that is in place at both elementary campuses within Llano ISD. This project will directly benefit students who will be K-5 students beginning with the 2014-15 school year. The goal of the TECH Lending Program is to advance student-centered learning in a digitally rich environment. The TECH program goals is aligned with the Llano ISD Goal of moving to a digital rich online learning format as the district now using online textbooks and emphasizing the use of "technology-tools" such as handheld devices and electronic white boards in the classroom. Our project goal and district goal align, as the project will provide students, including economically disadvantaged students and those with learning disabilities, with a variety of technology tools to engage in meaningful learning, 24 hours a day, 7 days a week. Our project goal is also aligned with the *Llano ISD Technology Plan* and the *Texas Long-Range Plan for Technology 2006-2020*, which both emphasize the use of modern digital tools and resources through robust connectivity.

TECH Lending Program Budget The Llano ISD Technology Leadership Team (TLT) developed a comprehensive budget in the amount of \$99,785. Nexus tablets with carrying cases will be purchased for the Llano Elementary and Packsaddle Elementary School lending program. The tablets will access recently adopted digital online instructional materials that are aligned with TEKS and STAAR, and Internet on a daily basis for: 1) differentiated instruction for diverse learners, as some students need academic acceleration or remediation on a daily basis; 2) engaging in project-based learning; 3) building technology literacy and 4) and reaching challenging academic standards in the core curriculum areas of math, science, reading, and ELA. In addition to purchasing tablets, Llano will purchase carrying cases, a warranty and insurance. This district will also purchase home Internet access for those students who do not have Internet at home.

Llano ISD Demographics Llano ISD is located in the beautiful hill country community of Llano. Llano consists of two elementary campuses, a middle school and a high school campus. Llano ISD which serves approximately 1,831 students in grades Prek-12. Ethnically, 77% of the students enrolled are White and 19% are Hispanic. Academically, the Llano students have many challenges to overcome as 60.3% are economically disadvantaged and 41.2% are identified as at-risk. These economically disadvantaged and at-risk students are low performers on state assessment tests when you compare their scores to the general population. Furthermore, of the 829 students who are eligible to participate in the TECH lending project, approximately 18% of the students indicated on a survey they do not have Internet access at home.

Needs Assessment Process Developing the TECH Lending Program involved a comprehensive needs assessment process led by the Technology Leadership Team (TLT). They reviewed K-12 student data, the district and campus technology infrastructure, and professional development data. They used the data to pinpoint strengths and weakness, identify specific needs as well as prioritize campuses, subject areas and grade levels AND develop the project goals, activities and budget.

Management Plan Our Superintendent will have final oversight and decision-making over the TECH Lending Program. He will meet with the elementary principals, technology director, and business manager on a regular basis to ensure the project is being implemented on-time, within budget and according to fidelity. The Campus Principal at Llano Elementary and Packsaddle Elementary will serve as the Project Manager at their campus and will conduct classroom observations and review lesson plans to ensure teachers are integrating the tablets, online curriculum and resources, and the Internet into the instructional process. The Technology Director will purchase the items listed in the project budget. He will ensure all digital instructional materials are accessible at school and through the loaned device. He will ensure the tablets are interoperable with other technology components in the classroom and throughout the school campus, and will ensure students have Internet access while at home. He will manage the local WiFi network, be responsible for maintaining and accounting for all equipment, and provide the teachers and students with ongoing technical and pedagogical support. The Business Manager will be responsible for the financial management of the grant. She will maintain all financial according to local and TEA guidelines. The Technology Leadership Team (district and campus administrators, teachers,

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Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

parents, community members) will conduct the project evaluation.

Evaluation The Technology Leadership Team will collect a variety of qualitative and quantitative data to determine the extent to which the activities of the project are being implemented as planned; how effective the activities are in meeting the stated goals and objectives; and what impact the lending project is having on the program participants. Based upon the data, they will make recommendations to improve and refine the TECH Lending Program.

Statutory Requirements Throughout the application Llano addresses the 2 statutory requirements.

Requirement 1: How applicant will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Specifically, both elementary campuses have carts with tablets for the students to use at school and checkout as needed. Llano ISD will use grant funds to purchase tablets to expand the existing technology lending program that is in place at both elementary campuses from 63 tablets to 300 tablets. The tablets will be available to check-out daily for home use to access the Internet and electronic instructional materials so students can have a digital rich online learning format while at home to engage in project-based and enrichment learning.

Requirement 2: Use of Instructional Materials Allotment (IMA) and other funding sources to ensure students have dedicated access to a technology device. Specifically, Llano uses IMA funds to purchase digital electronic instructional materials. Other funding sources for technology include E-Rate funds, local tax revenues, Texas Technology Allotment, Title I, Part A; Title II, Part A; and Title II, Part D funds. Llano has used federal and state funds to purchase only 63 devices used for a small-scale checkout program.

TEA Requirements The Llano TECH Lending Program adheres to the 11 TEA requirements (further noted in **bold**) specifically, the **goal** of the project is to advance student-centered learning in a digitally rich environment with **priority** focused on K-5th grade. The use of tablets and a take home lending program will **align** with the online curriculum, the technology-driven instruction, and a 21st century classroom management. The students will use the tablets to access core and supplemental curriculum **electronic instructional materials**. The teachers have participated in technology-based **professional development** related to the use of Internet and electronic instructional materials. Though the professional development has occurred teachers continue to participate in research-based professional development programs like Project Share using non-grant funds. The campus has a robust **technology infrastructure** including a local area network with Cat 5 wiring, hubs, switches and routers and a direct connection to the Internet. The entire campus including the library, common areas, classrooms and offices are Internet-ready through wired connections and numerous wireless access points (WiFi). The tablets will come equipped with WiFi and **Internet Access** so students can have on-demand access while at home. The Technology Director will provide ongoing **tech support** to both the teachers and students. He will teach them how to use the tablet, will troubleshoot, and keep the tablets in proper working condition with up-to-date operating software and to ensure students do not visit inappropriate websites. The campus librarian will be responsible for **checking-out and checking-in the** tablets. The Technology Director will adhere to district policies to **account for the technology**. Finally, students and their parents/guardian must sign a Technology Lending Agreement, which also must verify that students receiving Internet Access at home have demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications TEKS. It's important to note that Llano is **committed** to a technology lending program now and in the future. Through federal, state and local funding, Llano ISD will continue to expand the technology lending program into other subject areas and grades.

Grant-Specific Criteria This project meets the following grant-specific criteria: More than one campus (Llano Elementary & Packsaddle Elementary) will participate in the Technology Lending Program grant (4 pts); One or more campuses (Llano Elementary & Packsaddle Elementary) has an established technology lending program (4 pts); and One or more campuses (Llano Elementary & Packsaddle Elementary) is using electronic instructional materials in more than one foundation curriculum subject area (math, science, reading, ELA) (2 pts).

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Schedule #6—Program Budget Summary

County-district number or vendor ID: 150-901			Amendment # (for amendments only):		
Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32					
Grant period: October 1, 2014, to August 31, 2016			Fund code: 410		
Budget Summary					
Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	\$32,320	\$0	\$32,320
Schedule #9	Supplies and Materials (6300)	6300	\$0	\$0	\$0
Schedule #10	Other Operating Costs (6400)	6400	\$0	\$0	\$0
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	\$67,465	\$0	\$67,465
Total direct costs:			\$99,785	\$0	\$99,785
Percentage% <u>indirect costs</u> (see note):			N/A	\$0	\$0
Grand total of budgeted costs (add all entries in each column):			\$99,785	\$0	\$99,785
Administrative Cost Calculation					
Enter the total grant amount requested:					\$99,785
Percentage limit on administrative costs established for the program (15%):					× .15
Multiply and round down to the nearest whole dollar. Enter the result.					\$14,968
This is the maximum amount allowable for administrative costs, including indirect costs:					

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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Schedule #8—Professional and Contracted Services (6200)

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

Expense Item Description		Grant Amount Budgeted
6269	Rental or lease of buildings, space in buildings, or land Specify purpose:	\$
6299	Contracted publication and printing costs (specific approval required only for nonprofits) Specify purpose:	\$
62XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:	\$
	<input type="checkbox"/> Salaries/benefits <input type="checkbox"/> Other:	
	<input type="checkbox"/> Networking (LAN) <input type="checkbox"/> Other:	
	<input type="checkbox"/> Computer/office equipment lease <input type="checkbox"/> Other:	
	<input type="checkbox"/> Building use <input type="checkbox"/> Other:	
	<input type="checkbox"/> Copier/duplication services <input type="checkbox"/> Other:	
	<input type="checkbox"/> Telephone <input type="checkbox"/> Other:	
	<input type="checkbox"/> Administrative <input type="checkbox"/> Other:	
a. Subtotal of professional and contracted services (6200) costs requiring specific approval:		\$

Professional Services, Contracted Services, or Subgrants Less Than \$10,000

#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted
1		<input type="checkbox"/>	\$
2		<input type="checkbox"/>	\$
3		<input type="checkbox"/>	\$
4		<input type="checkbox"/>	\$
5		<input type="checkbox"/>	\$
6		<input type="checkbox"/>	\$
7		<input type="checkbox"/>	\$
8		<input type="checkbox"/>	\$
9		<input type="checkbox"/>	\$
10		<input type="checkbox"/>	\$
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:			\$

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000

Specify topic/purpose/service: Home Internet Access		<input type="checkbox"/> Yes, this is a subgrant
Describe topic/purpose/service:		
Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
1	Contractor's payroll costs # of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services	\$
	Contractor's supplies and materials	\$
	Contractor's other operating costs	\$32,320
	Contractor's capital outlay (allowable for subgrants only)	\$
Total budget:		\$32,320

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Schedule #8—Professional and Contracted Services (6200)

County-District Number or Vendor ID: 150-901		Amendment number (for amendments only):	
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)			
2	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
3	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
4	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
5	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	

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Schedule #8—Professional and Contracted Services (6200)

County-District Number or Vendor ID: 150-901		Amendment number (for amendments only):	
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)			
6	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
7	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
8	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$32,320	
a. Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:		\$0	
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:		\$0	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$32,320	
d. Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:		\$0	
(Sum of lines a, b, c, and d) Grand total		\$32,320	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #11—Capital Outlay (6600/15XX)

County-District Number or Vendor ID: 150-901			Amendment number (for amendments only):	
15XX is only for use by charter schools sponsored by a nonprofit organization.				
#	Description/Purpose	Quantity	Unit Cost	Grant Amount Budgeted
6669/15XX—Library Books and Media (capitalized and controlled by library)				
1		N/A	N/A	\$
66XX/15XX—Technology hardware, capitalized				
2	Nexus Tablets with carrying case and warranty	237	\$284.66	\$67,465
3			\$	\$
4			\$	\$
5			\$	\$
6			\$	\$
7			\$	\$
8			\$	\$
9			\$	\$
10			\$	\$
11			\$	\$
66XX/15XX—Technology software, capitalized				
12			\$	\$
13			\$	\$
14			\$	\$
15			\$	\$
16			\$	\$
17			\$	\$
18			\$	\$
66XX/15XX—Equipment, furniture, or vehicles				
19			\$	\$
20			\$	\$
21			\$	\$
22			\$	\$
23			\$	\$
24			\$	\$
25			\$	\$
26			\$	\$
27			\$	\$
28			\$	\$
66XX/15XX—Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life				
29				\$
Grand total:				\$67,465

For a list of unallowable costs, as well as guidance related to capital outlay, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

For TEA Use Only

Changes on this page have been confirmed with:

On this date:

Via telephone/fax/email (circle as appropriate)

By TEA staff person:

Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Part 1: Student Demographics. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.

Total enrollment:			829 students in grades K-5	
Category	Number	Percentage	Category	Percentage
African American	0	0%	Attendance rate	96.5%
Hispanic	157	19%	Annual dropout rate (Gr 9-12)	NA
White	630	76%	TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)	83% Llano Elem. 79% Packsaddle
Asian	0	0%	TAKS commended 2011 performance, all tests (sum of all grades tested)	25% Llano Elem. 17% Packsaddle
Economically disadvantaged	506	61%	Students taking the ACT and/or SAT	N/A
Limited English proficient (LEP)	38	4.6%	Average SAT score (number value, not a percentage)	N/A
Disciplinary placements	0	0%	Average ACT score (number value, not a percentage)	N/A

Comments

Llano Elementary School -- Title 1 Campus & rated a Recognized Campus in 2011 per TEA AEIS Report

- 29% of students are identified as at-risk & 11% of students are highly-mobile
- Economically disadvantaged and at-risk students are low performers on state assessment tests when you compare their scores to the general population
- Campus has 10 handheld devices to lend to students for home use
- Not all students meet the technology proficiencies as measured by the Technology TEKS
- "Developing" in the areas of Teaching and Learning and in Educator Preparation per the 2012-13 STaR Chart

Packsaddle Elementary -- Title 1 Campus & rated Recognized Campus in 2011 per TEA AEIS Report

- 47% of students are identified as at-risk & 20% of students are highly-mobile
- Economically disadvantaged and at-risk students are low performers on state assessment tests when you compare their scores to the general population
- Campus has 53 handheld device to lend to students for home use
- Not all students meet the technology proficiencies as measured by the Technology TEKS
- "Advanced Tech" in the areas of Teaching and Learning and in Educator Preparation per the 2012-13 STaR Chart

Part 2: Students to Be Served with Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Public		135	133	126	128	159	148								829
Open-enrollment charter school															
Public institution															
Private nonprofit															
Private for-profit															
TOTAL:		135	133	126	128	159	148								829

For TEA Use Only

Changes on this page have been confirmed with:

On this date:

Via telephone/fax/email (circle as appropriate)

By TEA staff person:

Schedule #13—Needs Assessment

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Technology Leadership Team (TLT) conducted a thorough needs assessment. They reviewed K-12 student data, the district and campus technology infrastructure, and professional development data. They used the data to pinpoint strengths and weakness, identify specific needs as well as prioritize campuses, subject areas and grade levels. The needs assessment process was also used to develop the project goals, activities and budget.

In evaluating K-12 student demographics and student academic performance using the 2011-12 Academic Excellence Indicator System (AEIS) Report from the TEA website, along with Technology Skills data and home Internet Access data, the Team identified glaring discrepancies that exist, such as:

- Of all campuses, elementary campuses have a large percentage of economically disadvantaged students, at-risk students, highly-mobile students, and students with learning disabilities
- Academically, the students in subgroups (economically disadvantaged, at-risk, etc..) are low-performers on state assessments when you compare their passing rates to their counterparts who are not in subgroups
- Not all of elementary students are proficient in the Technology Applications TEKS
- The largest concentration of students without home Internet is students at the elementary campuses as 45% indicated they do not have Internet at home

In evaluating the professional development, the Team noted that all K-12 teachers have participated in professional development activities through Region 13 ESC that support teachers' knowledge, skills and capacity to fully integrate advanced technologies into curricula and instruction and use those technologies on a daily basis to 1) create new learning environments, 2) access and retrieve Internet-based learning resources to develop curricula and instructional materials; 3) teach effectively in the online environment; and 4) lead to improvements in the classroom instruction in the core academic subjects that effectively prepare students to meet challenging State academic content standards including increasing student technology literacy and student academic standards.

Though technology is limited at the elementary campuses, the TLT determined that technology in place within the campuses and a current lending program exists. The first-ever lending program was established at both elementary campuses when carts of tablets were placed at the campus for school use and checkout as needed. Both campuses have a robust technology infrastructure including a local area network with Cat 5 wiring, hubs, switches and routers and a direct connection to the Internet. The campuses including the library, common areas, classrooms and offices are Internet-ready through wired connections and numerous wireless access points (WiFi). Digital instructional materials have been adopted by Llano ISD Board of Trustees for all of the core courses. Because only 10 tablets are available at Llano Elementary and 53 tablets at Packsaddle, there is a need to purchase additional tablets so more students can take home a tablet, especially since when both campuses have large percentage of economically disadvantaged, highly-mobile, and at-risk students as this chart illustrates:

	Economically Disadvantaged	At-Risk	Highly-Mobile
Llano Elementary	51%	29%	11%
Packsaddle Elementary	72%	47%	20%

Source: 2011-12 Academic Excellence Indicator System (AEIS) Report from the TEA Website.

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Via telephone/fax/email (circle as appropriate)

By TEA staff person:

Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Students in elementary school need access to handheld technology devices as a teaching and learning tools to address large percentages of students who are economically disadvantaged, at-risk, highly mobile, have learning disabilities, and are low performers on assessments	Technology Lending Program (TLP) grant will provide Llano with the financial resources to purchase tablets for classroom use and as part of a take home-lending program for elementary students to improve students' academic achievement and technology literacy as measured by assessments
2.	Need for elementary students to have the opportunity to checkout handheld technology devices for on-demand access to digital electronic materials as part of new and extended 24/7 learning opportunities	Tablets will be available for extended learning from the classroom into the home so the students can access the same digital instructional materials used at school to practice the skills taught during the school day and participate in project-based and enrichment learning activities.
3.	Need for handheld devices to access the Internet while at home	The tablets will come equipped with access to the Internet so students can access the Internet while at home.
4.	Need to build a strong background knowledge in the core curriculum areas so ALL elementary students, regardless of their socio-economic or learning disabilities, can possess the knowledge and skills necessary to excel in the rigorous core courses and assessments as they progress from grade to grade.	Tablets will access TEKS aligned technology-based core curriculum and supplemental curriculum such as Google Educational Apps to improve student achievement among all students including those in subgroups (economically disadvantaged, at-risk, with learning disabilities, and highly mobile) in the core content areas as measured by benchmark and state assessments.
5.	Need to increase the number of elementary students who demonstrate proficiency on the Technology Applications TEKS for their grade level.	tablets combined with TEKS aligned technology-based curriculum will allow for: <ul style="list-style-type: none"> greater levels of student interest, inquiry, analysis, collaboration, creativity, and content production; students demonstrating proficiency on the Technology Applications TEKS.

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By TEA staff person:

Schedule #14—Management Plan

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	District-Level Coordinator	Superintendent, Mr. Casey Callahan, is a highly-educated and well-qualified leader who brings 14 years of educational experience to the project. He was a classroom teacher for 2 years; a principal for 7 years; and has served as Superintendent for the past 5 years. Mr. Callahan credentials include a Bachelor's Degree and Masters of Education. He possesses a Mid-Management and Superintendent Certificate.
2.	Project Director	The elementary principals will serve as the project director. They have years of experience as a classroom teacher and campus administrator. They possess teaching certificates and mid-management certificates. Their experience in implementing educational programs will be invaluable to the project.
3.	Technology Director	The Technology Director has 9 years experience in successfully managing all aspects of the network and supports the teachers and students' use of technology. His technical expertise and educational background will be beneficial to the project participants.
4.	Business Manager	The Business Manager at Llano ISD has successfully managed numerous Federal and State grants on-time, within budget, and according to fidelity. His experience with grants will be an asset to the project.

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	Project Management	1. Spend 50% of grant funds	10/01/2014	02/01/2015
		2. Spend 100% of grant funds	10/01/2014	08/31/2015
		3. Provide LISD School Board with grant related reports	10/01/2014	08/31/2016
		4. File budget amendments and reports with TEA	10/01/2014	08/31/2016
2.	Tablet Implementation	1. Order 237 Nexus tablets with WiFi and Internet capabilities	10/01/2014	10/31/2014
		2. Send notes home to parents (home language) about project	11/01/2014	11/15/2014
		3. Students use tablets to access core and supplemental digital instructional materials and the Internet	11/16/2014	08/31/2016
3.	Extended Learning Opportunities	1. Students take home tablets for on-demand access to core and supplemental digital instructional materials and Internet while at home	11/16/2014	08/31/2016
4.	Evaluation	1. Number and % of students who checked out tablets	10/01/2014	08/31/2016
		2. Number and % of economically disadvantaged students and students with learning disabilities participating in the TECH lending program	10/01/2014	08/31/2016
		3. Number and % of economically disadvantaged students who had access to the Internet at home	10/01/2014	08/31/2016
		4. 1:1 ratio of tablets to students	10/01/2014	08/31/2016
		5. Number and names of courses using digital content	10/01/2014	08/31/2016
		6. Titles of digital materials used within courses as part of the technology lending program.	10/01/2014	08/31/2016
		7. Number and % of teachers who leveraged electronic instructional materials	10/01/2014	08/31/2016
		8. Number and % of participating students who are proficient on the Technology Applications (TEKS) for their grade level	10/01/2014	08/31/2016

Grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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Schedule #14—Management Plan (cont.)

County-district number or vendor ID: 150-901	Amendment # (for amendments only):
<p>Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.</p> <p>The Technology Team will meet monthly to determine the extent to which the lending program activities are being implemented as planned; how effective the activities are in meeting the stated goals and objectives; and what impact the project is having on the program participants. As part of the evaluation process, the Team will continuously:</p> <ol style="list-style-type: none"> 1) Solicit feedback. 2) Monitor the extent to which activities of the project were implemented as planned. 3) Assess the effectiveness of the activities in achieving the goals and objectives of the project and in meeting performance measurements. 4) Monitor and assess the impact of the project activities on all participants. 5) Extent to which the performance targets were met. 6) Provide ongoing monitoring which leads to reflective thinking, program change and continuous improvement. <p>No policy or procedure is a sacred cow at Llano ISD. All policies and procedures have been initially reviewed and will continue to be reviewed to ensure successful implementation of the TECH Lending Program. All can and will be changed based upon the findings of student data. The Team will make adjustments to the program activities, curriculum, instruction, assessments, facilities, technology, professional development, budgeting and parent involvement as needed based on student data. All changes made at Team meetings will be communicated to the teachers at monthly campus meetings. At these campus meetings, the administrators will articulate clear expectations, roles and responsibilities and keep all teachers informed of all grant timelines and activities and will solicit comments, suggestions and feedback from the teachers to ensure continuous improvement in the operation of the project. In addition to face-to-face meetings, administrators will also communicate with teachers online through emails and the LISD website. Students and their parents will also have an opportunity to provide comments, suggestions and feedback regarding the project activities at school-sponsored meetings or through email correspondence with administrators. <i>It is the ongoing support of the teachers, students and parents that will ensure the technology lending program initiative at the elementary campuses are a success and can be replicated among other districts serving large percentages of economically disadvantaged students, at-risk, highly-mobile students and students with learning disabilities.</i></p>	
<p>Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.</p> <p>LISD successfully coordinates local, state, and federal funds to establish a technology lending program that continues to exist today. Using federal and local funds, a robust technology infrastructure was put in place. Following that, the first-ever lending program was established using a variety of funds to purchase tablets for an elementary lending program.</p> <p>Llano has also successfully coordinated and maximized funds and this project will be no different. For this project, the district uses Instructional Materials Allotment funds to put in place online digital materials and is proposing to use the 2014-16 Technology Lending Program grant to expand the lending program available at the elementary campuses. LISD takes great pride in coordinating state and federally funded programs to maximize funds and provide as many successful programs and services as possible. Furthermore, the coordination of these funds will enable LISD to implement the lending grant activities in a timely manner, and in a process that will be most beneficial to the students. Llano ISD has other resources such as technology, district website, computer labs, and the campus meets all the accessibility requirements for children and families with special needs. The Superintendent and Board of Trustees are committed to this project now and in the future and will allocate funding and resources to upgrade technology, educational tools, and materials to keep pace with the educational changes, technological changes, as well as parent and community expectations. They will also allocate funding for curriculum, instruction, technology, professional development special programs, student support programs, and supplemental educational programs. They can do this because they have a history of successfully implementing a variety of programs and services.</p>	

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Schedule #15—Project Evaluation

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Document implementation timelines – Technology Director's Report	1.	Tablets ordered and available for check-out
		2.	Home Internet access available on all tablets
		3.	Online digital core curriculum accessible through tablets
2.	Document budget expenditures – Financial reports	1.	Spend 50% of grant funds by 02/01/2015
		2.	Spend 100% of grant funds by 08/31/2015
3.	Evaluate student academic data	1.	Improve performance on TPRI assessment for K-2nd graders by 10%
		2.	Improve performance on all STAAR assessments for 3 rd -5th graders by 10%
		3.	Students in subgroups will improve their performance on STAAR by 10%
4.		4.	Increase the number of students who are proficient on the Technology Applications TEKS by 10%
5.	Evaluate student use of tablets – Classroom observations; – Tablet checkout logs	1.	100% of tablets used daily at school by K-5 th graders
		2.	100% of K-5 grade students checkout a tablet for home use
		3.	Improve 1:1 student/mobile device ratio in K-5 th grade from 63 devices to 300 devices
		4.	Move from Developing Tech to Advanced Tech on the Campus STaR chart

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Team will develop a qualitative and quantitative data-gathering process for precise measurement. Data will be collected throughout the project period and will include:

- 1) Number and percent of students (by grade level) who checked out the tablets
- 2) Number and percent of economically disadvantaged students and students with learning disabilities participating in the technology lending program
- 3) Number and percent of economically disadvantaged students who had access to the Internet while at home
- 4) 1:1 ratio of technology devices to students
- 5) Number and names of courses using digital content
- 6) Titles of digital materials used within courses as part of the technology lending program grant
- 7) Number and percent of teachers who leveraged electronic instructional materials to students as a result of the TECH Lending Program
- 8) Number and percent of participating students who demonstrate proficiency on the Technology Applications Texas Essential Knowledge and Skills (TEKS) for their grade level at the beginning and end of each year of the grant period.

Llano agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. Llano will develop appropriate systems and processes to collect and report the required data.

Implementing a technology lending program means that from time-to-time, policy issues may arise that needs to be addressed. Possible issues will include but will not be limited to such items as transfer of students between districts, class sizes, meeting the needs of students with learning disabilities and 504 students, administering assessments, grading policies, qualification of teachers, continued staff development of teachers and administrators, and copyright laws. Issues will be identified at Technology Leadership Team meetings. The issues will then be discussed with appropriate solutions identified in a timely manner. Some changes that are made will be communicated through letters home, meetings, emails, or the district website. Other changes to policies may need to be adopted by the Board of Trustees. Program deficiencies identified by the Technology Leadership Team will be used to make modifications as necessary in the interest of successfully achieving project goals and satisfaction of all stakeholders. The project director will generate a final evaluation report of the successful implementation of the goals, objectives, and activities.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Using Technology Lending Program (TLP) grant funds in the amount of \$99,785, Llano ISD will expand the existing technology lending program that is in place at Llano Elementary and Packsaddle Elementary. TLP grant funds will purchase tablets, home Internet access, and warranty the tablets. Specifically:

- \$67,465 -- 237 tablets will be purchased for both elementary campuses so students can use the tablets at school and at home to learn in a digital rich online format. Tablets include cost of a warranty.
- \$32,320 will pay for monthly Internet access so the students can access the Internet while at home

The district will self-insure the tablets using local funds and an existing insurance policy that is in place to replace the tablet in the event they stolen. The district will also install tracking apps on the devices to track the device's location if it is ever lost.

***All equipment purchased through the Technology Lending Program
grant funds will be the property of Llano ISD***

Llano's use of Technology Lending Program funds will be to supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. In addition, no state or local funds may will be decreased or diverted for other purposes merely because of the availability of the Technology Lending Program funds. ALL program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.

Using lessons learned from previous technology projects, Llano developed a timeline to purchase the items on-time and within budget.

- Tablets will be ordered in October 2014 and be in the hands of the students for checkout in November 2014.
- By January 2014, productivity, communication, and presentation software including word processing, spreadsheet, presentation, Internet browsing and e-mail software will allow students to use technology as a tool for project-based learning.
- Spend 50% of the grant funds by February 1, 2015.
- Spend 100% of the grant funds by August 31, 2015

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

Statutory Requirement 2: If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Llano ISD is not using funding through the Instructional Materials Allotment (IMA) to purchase lending equipment because funds provided under the IMA are insufficient for Llano to purchase enough lending technology for every student who needs dedicated access to a device. Instead Llano ISD is using the Technology Lending Program to purchase 237 tablets as lending equipment. LISD has purchased tablets to establish a small-scale lending equipment for both elementary campuses through other funding sources. Though Llano is requesting Technology Lending Program funds to purchase the lending equipment, it is important to note that Llano has a successful history of coordinating and maximizing their technology dollars from a variety of funding sources to better serve the needs of their teachers and students. The district has history of leveraging funds from the Technology Lending Program grant, E-Rate, local tax revenues, Texas Technology Allotment, the Instructional Materials Allotment (IMA), Title I, Part A; Title II, Part A; and compensatory funds. It is these funds that are used to purchase technology infrastructure, technology components for classrooms, online curriculum, and diagnostic assessments. By leveraging these funds with the Technology Lending Program funds, Llano can put technology and digital content into the hands of students 24/7 to access information to ensure students, including economically disadvantaged students and those with learning disabilities, with a variety of technology tools to engage in meaningful learning, 24 hours a day, 7 days a week.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

TEA Program Requirement 1: Applicant must describe how the lending program aligns with existing mission and goals of the public school district or open-enrollment charter school. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The goal of the TECH Lending Program is to advance student-centered learning in a digitally rich environment. The TECH program goal is aligned with the Llano ISD Goal of moving to a digital rich online learning format.

The TECH Lending Program was developed with the District Goal in mind. In order for all students to have access to a digital rich online learning format, the existing small-scale technology lending program needs to be expanded. And as our district is moving to a digital online learning format, we are now using online textbooks and emphasizing the use of "technology-tools" such as handheld devices and electronic white boards in the classroom. Our project goal and district goal align, as this project will provide students, including economically disadvantaged students and those with learning disabilities, with a variety of technology tools to engage in meaningful learning, 24 hours a day, 7 days a week.

This project will target also subgroups of students such as economically disadvantaged students and those with learning disabilities. It is these students who do not have access to resources beyond the school day to engage in learning activities.

The TECH lending program is also aligned with the *Llano ISD Technology Plan* and the *Texas Long-Range Plan for Technology 2006-2020*, which all emphasize the use of modern digital tools and resources through robust connectivity.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

TEA Program Requirement 2: Applicant must describe how it will prioritize campuses with the highest need for a technology lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

A comprehensive needs assessment was conducted by the Technology Leadership Team to identify and prioritize campus, grade-level and subject-area needs for the TECH Lending Program. The TLT collected and analyzed the following data for the elementary, middle school, and high school campus:

- Student demographics
- Student academic achievement
- Technology Resources at school and home
- Professional development

Each campus was ranked on a scale of 0-5, with 0 being "no need" and 5 being "extreme need" to pinpoint strengths and weakness and to prioritize campuses. The data results are as follows:

Student access to handheld technology and other technology at school

- Llano Elementary 5 Packsaddle Elementary 5 Middle School 3 High School 3

Student access to technology at home including the Internet

- Llano Elementary 5 Packsaddle Elementary 5 Middle School 3 High School 3

Access to electronic instructional materials

- Llano Elementary 4 Packsaddle Elementary 5 Middle School 3 High School 3

Technology-related staff development

- Llano Elementary 1 Packsaddle Elementary 1 Middle School 1 High School 1

Student demographics (economically disadvantaged, at-risk, highly-mobile, English Language Learners, minorities)

- Llano Elementary 5 Packsaddle Elementary 5 Middle School 3 High School 4

Campus STaR Chart information to determine campus commitment to technology integration

- Llano Elementary 5 Packsaddle Elementary 4 Middle School 3 High School 3

Academic data (benchmarks assessments, AEIS, STAAR, AYP; attendance rates; participation in special programs; retention, completion, and discipline referrals)

- Llano Elementary 5 Packsaddle Elementary 5 Middle School 3 High School 3

Technology (in classrooms, computer labs and library, network infrastructure, digital curriculum and instructional materials, Internet access, technical support)

- Llano Elementary 4 Packsaddle 4 Middle School 3 High School 3

Both elementary campuses ranked with the highest needs based upon the large percentages of economically disadvantaged, at-risk, highly mobile, and minority students as well as students' limited access to technology or the Internet, and their poor performance on the state STAAR test assessment. Based upon their "high-need" ranking, the elementary campuses were selected to participate in the technology lending program grant.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

TEA Program Requirement 3: Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The TECH Lending Program was developed to align tablets with the existing technology-based instruction and online math, reading, ELA and science digital curriculum that is in place. The Llano ISD Board of Trustees have adopted online digital curriculum as tools to help students improve academic performance in math, science, reading and ELA. Through the TECH lending program, the elementary students will have access to this same curriculum that is used during the school day. Specifically, the lending program will allow students to take the digital rich elementary classrooms home to:

- Create a 21st century learning environment at home with tablets, access to the Internet and online digital instructional materials.
- Offering new and extended-learning opportunities 24 hours a day, 7 days a week.

The lending program will also extend classroom instruction to the home where students:

- Can access innovative text, graphics, images, sound and video into the project-based enrichment lessons to provide individual instruction, especially for those students with learning disabilities.
- Have access to innovative teaching methods that will allow for great levels of student interest, inquiry, analysis, collaboration, creativity, and content production.
- Can use innovative technology-based teaching strategies to build technology literacy, and build background knowledge in the core curriculum areas of math, reading, ELA and science.
- Use innovative technology-based teaching and learning strategies will provide differentiated instruction for diverse learners, some of who will need academic acceleration or remediation on a daily basis
- Can access innovative technology-based teaching and learning strategies are aligned with State challenging standards including the core curriculum TEKS, Technology Application TEKS and STAAR assessments.

The lending project, including the use of electronic instructional materials, is also aligned with and incorporated into the District approved 2013-14 Technology Plan on file with TEA.

Having a lending programs means that the classroom management policies and procedures also extend to the home. Llano ISD School Board has approved a number of policies and procedures that are in place as part of the campus technology lending program. An Internet Policy and Acceptable Use (AU) Policy outline acceptable use of the Internet and handheld devices along with consequences for violating the policies. These policies also address classroom management with regards to the use of handheld devices and the Internet in the classroom. If a student uses their tablet for purposes other than educational, they will lose check-out privileges. Students and their parents will be required to have a printed copy of all lending programs forms and will be required to sign the forms and acknowledge they understand the rules, procedures, and consequences for not following policies and procedures. Students will be disciplined for inappropriate home-use just as they would be disciplined at school.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

TEA Program Requirement 4: Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Llano has adopted online textbooks for the elementary campuses in the core curriculum areas for the 2014-15 school year. In addition to using online textbooks, the elementary teachers and students will use these supplemental instructional materials in the foundation curriculum subject areas of math, science, reading and ELA. The approved programs include:

- IXL Math
- Reading Eggs
- My Big Campus
- Study Island
- Renaissance Learning
- Brain Pop & Brain Pop Jr.
- Think Through Math
- Reading A-Z
- Britannica Online
- Tumble Books
- Facts4me.com
- Raz-Kids
- Pebble Go
- Google Educational Apps

These online curriculums will be fully accessible in the classrooms, throughout the campus, and at home using the new tablets. The digital rich online curriculum will be integrated into the curricula and instruction by the teachers to address differentiated instruction needs for the diverse learners, some of who will need academic remediation, acceleration, extended learning and enrichment on a daily basis to build background knowledge in math, science, reading and ELA to reach challenging academic standards. Other technology components such as whiteboards will also be integrated into the curricula and instruction for the teacher to use for individualized instruction, specifically, the above-mentioned electronic instructional materials will be:

- Infused into classroom and home lessons and aligned to TEKS curriculum standards
- Include student assessment strategies that leverage technology components
- Use for teaching and learning across the core curriculum
- Used to support problem based learning in the classroom and at home
- Used to support the development of higher order thinking skills, multiple intelligences, differentiated instruction, and brain-based learning

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 150-901	Amendment # (for amendments only):
<p>TEA Program Requirement 5: Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.</p> <p>The professional development framework is designed around the premise that educators must develop new learning environments that utilize technology as a flexible tool where learning is collaborative, interactive and customized for the individual learner; and educators must fully integrate the appropriate technology throughout all curriculum and instruction. The teachers continually participate in high-quality, research-based professional development activities that ensure the effective use of technology and digital content and full integration of technology and digital content across subject and grade levels and to further the implementation of the Technology Applications TEKS and the acquisition of SBEC Technology Application standards by all educators. All professional development activities are based on the disaggregation of data to determine the academic performance gaps of students. Teachers have participated in training on digital content in the content areas. Llano believes it is important for the teachers to build their knowledge, skills and capacity to fully integrate advanced technologies into curricula and instruction and use technology on a daily basis to 1) create new learning environments, 2) access and retrieve Internet-based learning resources to develop curricula and instructional materials; 3) use technology to communicate with parents, other teachers, principals and administrators; 4) lead to improvements in the classroom instruction in the core academic subjects that effectively prepare students to meet challenging State academic content standards including increasing student technology literacy and student academic standards; and 5) teach effectively in the online environment. Teachers will continue to receive ongoing pedagogical support, coaching, mentoring, through one-on-one support and small cadres of teachers. All training conducted will be paid for with non-grant funds.</p>	
<p>TEA Program Requirement 6: Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.</p> <p>Having a robust technology infrastructure for teacher and student-use is very important to Llano ISD. The district has put in place a strong technology infrastructure throughout the single-campus that includes a local area network with Cat 5 wiring, hubs, switches and routers. The Internet Service is delivered by the local Internet Provider, ZCOM. The entire campus including the library, common areas, classrooms and offices are Internet-ready through wired connections and numerous wireless access points (WiFi). This technology infrastructure gives the students the flexibility to use their laptops anywhere on campus to access the Internet and a wide array of online information as well as the digital curriculum that has been adopted by Llano ISD.</p>	

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

TEA Program Requirement 7: Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Technology Department extensively investigated Internet access to students' homes by surveying students. This initial assessment was conducted to determine how many students have Internet access at home. From the initial assessment the district determined that 18% of the students do not have Internet access including dial-up Internet access or DSL. However, a more thorough assessment will be conducted at the beginning of the 2014-15 school year.

The Technology Department will purchase Internet for those students who do not have Internet at home. The district will work directly with the students' and their parents on a case-by-case basis to determine the best way to provide the student with home access.

It's important to note that all tablets purchased for the lending program will be come equipped with the technology needed for on-demand access to the Internet through WiFi for access while at school and either DSL or 3G/4G service while at home.

TEA Program Requirement 8: Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Students at Llano High School will have comprehensive technical support through the Technology Department. The Technology Department will provide on-site campus technical support by maintaining the existing network; assisting teachers with technology integration; and ensuring students have anytime, anywhere access to technology and online resources.

Not only is technology in place, but a support system as well. The students will receive infrastructure and technical support from the Llano ISD Technology Department. The technology department is responsible for providing daily assistance on how to use, operate, and troubleshoot the tablets. The technology department will also support the students' laptops with routine maintenance and software updates to ensure successful implementation of the lending program.

In addition to supporting students' use of handheld devices, the technology department is also responsible for maintenance and support of the Internet and local area network, which includes wiring, switches, hubs and routers. This includes making basic software upgrades to the infrastructure, basic troubleshooting, replacing old and obsolete equipment, and planning for future upgrades and network expansion.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 150-901

Amendment # (for amendments only):

TEA Program Requirement 9: Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Strong, supportive and sustained district and campus leadership is critical to implementing any project and this project will be no different. The administrators will implement the project with the shared vision, at the district and campus level, of providing comprehensive professional development, crossing the digital divide and integrating technology resources into the classroom in order to effectively prepare students for success in the 21st Century as well as meeting the recommendations in the Long-Range Plan for Technology 2006-2020.

The superintendent and campus principals will implement shared policies and procedures that encourage teachers to effectively integrate the latest innovative technology tools and practices in the classroom that are grade and subject-level appropriate and will lead to increased student achievement. Though administrators have shared policies, district and campus administrators who have been assigned specific roles in administering the grant at the elementary campuses, specifically:

The Superintendent will have final oversight and decision-making over the program and will meet with the principal, technology director and business manager on a regular basis to ensure the project activities are occurring on-time and on-budget.

The campus principals will serve as the Project Manager to ensure the teachers have completed immersion training and readiness prior to deploying the tablets. The principal will conduct classroom observations and review lesson plans to ensure teachers are integrating the tablets, online curriculum and resources, and the Internet into the daily curriculum and instruction.

The Technology director will work closely with the elementary teachers to deploy the tablets in the classroom. They will ensure all policies and procedures including the Internet Policy, Acceptable Use Policy, and the Technology Lending Agreement are up-to-date and adhere to local, state and federal policies. They will verify all students and their parents have signed and returned all applicable forms and agreements. Teachers and students will be provided with ongoing technical support by maintaining the existing local/wide area networks and teachers will receive technical support on how to use their handhelds and access online resources anytime, anywhere.

The financial management of the grant will be the responsibility of the Llano ISD Business Manager. She will maintain all financial according to local and TEA guidelines.

The Technology Department will have oversight of the check-out and check-in process. They will provide the elementary librarians with the form to document the students' name, the date of the check-out, the serial number of the handheld, and will have a place for the student to sign the form. The librarians will be responsible for assigning a student a tablet using the checkout form.

The procedures for maintenance of the technology lending equipment are outlined in the LISD Internet, Acceptable Use and Technology Lending Agreement policy. Students are responsible for the general care of tablet. The user policy provides students and parents with guidelines for taking care of the equipment which is listed as 1) Taking Care of Your Tablet; 2) Carrying Tablets; 3) Screen Care for Your Tablets. Any tablets that are broken or fail to work properly must be taken to the library. Loaner tablets will be issued to students when they leave their tablet for repair. The Technology Department will collect student handhelds at the end of the year for maintenance, cleaning, and software installation.

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Amendment # (for amendments only):

TEA Program Requirement 10: Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Llano ISD Board of Trustees has adopted policies and procedures to inventory of each piece of technology equipment purchased. According to Llano Board Policy (CMB Legal) the District conducts an annual physical inventory of all currently adopted instructional materials that have been requisitioned by and delivered to the District. The results of the inventory shall be recorded in the District's files. Reimbursement and/or replacement shall be made for all instructional materials determined to be lost. The accounting of the technology lending equipment will be entered into the district's centralized asset management that typically accounts for all equipment in the district. Once the equipment is ordered and received, the Technology Director will assign a tracking number to each piece of equipment through a barcode system. The asset management system keeps a record of all technology equipment. The system also holds details of service schedules, maintenance records, and other information needed on each piece of equipment. The district believes that this is an efficient and effective way to keep track of when equipment need to be replaced, fixed, or maintained. In addition, it can be extremely valuable in case of an emergency. Using TLP funds, Llano will purchase insurance for all devices. Since 61% of the students are economically disadvantaged, Llano will insure all tablets using local funds and an existing insurance policy. Llano is fully aware that Technology Lending Program grant funds cannot be used to replace lost, stolen or damaged equipment.

TEA Program Requirement 11: Applicants must describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement will incorporate an existing *Responsible Use Policy* by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Llano ISD has a Technology Lending Agreement in place. The agreement addresses responsible use and care of the equipment, responsible use of district's digital resources, and responsible use of the Internet. The agreement also outlines consequences for violating the rules of the agreement. The agreement requires signatures of parents/guardians of each participating students and by the student participating in the program. The agreement also has an assurance that students receiving Internet access at home have demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS).

In addition to a Technology Lending Agreement, Llano an Internet Policy and Acceptable Use policy in place. These policies also outline acceptable use of the Internet and handheld devices along with consequences for violating the policies.

It is important to note that the district and campus administrators consider home use of a handheld mobile device and Internet access to be a privilege. If the district determines a student is using his/her tablet and Internet for purposes other than educational or outlined in the Internet Policy, Acceptable Use Policy or Technology Lending Agreement, the district reserves the right to prohibit the student from checking-out device. The agreements will be printed in both English and Spanish. Parents and students must sign the Policies and the Technology Lending Agreement before a student can check-out a tablet for extended learning at home.

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